

**From:** Microsoft Outlook  
**Location:** Administrator's Office  
**Importance:** Normal  
**Subject:** Meeting Forward Notification: Meeting with BP CEO  
**Start Date/Time:** Mon 3/20/2017 7:00:00 PM  
**End Date/Time:** Mon 3/20/2017 7:45:00 PM

## Your meeting was forwarded

Hale, Michelle has forwarded your meeting request to additional recipients.

### Meeting

Meeting with BP CEO

### Meeting Time

Monday, March 20, 2017 3:00 PM-3:45 PM.

### Recipients

Dravis, Samantha

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

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Sent by Microsoft Exchange Server